



## ***Job Description/Specification***

**Physiotherapist**

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## Job Description

**Job Title:** Physiotherapist

**Location:** Great Oaks Hospice, The Gorse, Coleford, Glos. GL16 8QE

**Terms & Hours:** 7.5 per week, worked flexibly to meet the demands of the service, 1 year fixed term contract in line with the limited funding as obtained externally to fund the new Fatigue and Breathlessness service

**Grade/Salary:** Band 5/6 pro rata dependent on experience

**Reports to:** Senior Clinical Lead

### **About Great Oaks:**

Great Oaks is a non – bedded hospice based in the town of Coleford, in the Forest of Dean. The hospice provides care and support to patients diagnosed with a life limiting illness. It also provides Palliative and End of Life Care and support for patients and their families living within the Forest of Dean. This post is to develop, facilitate and run our new Fatigue and Breathlessness service both on site at the hospice and in the community. Our other services include Day Hospice, complementary therapy, Hospice at Home, Outreach and access to an occupational therapist.

### **Job Purpose:**

We have been able to create an exciting new opportunity for an experienced Physiotherapist to join our growing team at Great Oaks. The purpose of this job is to develop, facilitate and run our new Fatigue and Breathlessness Group for which we have secured initial 12 months of funding to support this Fixed Term new post. This new service will initially run on site at the hospice but it is anticipated it may be rolled out to venues in the wider community.

### **Overview of Responsibilities:**

Within the hospice to:

- Follow policies and guidelines as per Staff Employees Handbook
- Recognise and report limitations of own professional competence/experience
- Recognise the need and undertake any training identified via line management and/or annual appraisal
- Be aware of risk to self and others under Health and Safety Regulations
- Verbally report any accident or untoward incident as soon as possible followed by written report
- Respect people's personal choices for lifestyle and living arrangements
- Adhere to your professional bodies Code of Professional Conduct.

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## **Main duties and responsibilities:**

- Be a member of our multi-disciplinary team providing high quality physiotherapy input to optimise non- pharmacological management of breathlessness and fatigue. This includes taking a leadership role to develop and run our new Fatigue and Breathlessness Group.
- Promote the Fatigue and Breathlessness Group to external organisations, health care professionals and the wider community including GP's and the acute hospitals. Build on relationships with other professionals to promote the service.
- Undertake assessments (possibly at home) for patients as an autonomous practitioner.
- Continually assessing patients throughout the programme and adapting therapy input as required. To assess, plan, implement and evaluate the programme delivery for patients with a view to improving their present level of function. Encourage patient participation in the group by using negotiation, reassurance and support.
- Use a comprehensive range of verbal and non-verbal communication tools to share information effectively with patients and their families/carers
- Act as a role model, demonstrating the highest of professional standards and providing clinical leadership to others to do the same.
- Demonstrate expertise in managing fatigue and breathlessness and have a sound clinical knowledge of how to manage these symptoms.
- Actively link theory to practice.
- Gain consent from patients and work within the legal framework for patients who are unable to give consent.
- Ensure the patient is always at the focus of the care delivered. Undertake personalised holistic assessments to meet the needs of the individual patients.
- Audit each group in order to recognise areas for improvement and to help ensure the service develops. Implement appropriate Outcome Measures. Promote and collate patient feedback to influence innovation and change.
- Deliver evidence based practice, keep up to date with current practice and adapt it into the Fatigue and Breathlessness Group.
- Provide expert advice to the wider multi-disciplinary team, actively promoting the values of rehabilitative palliative care across the hospice.
- Where appropriate, ensure patients are referred to other services both internally and externally.
- Work closely with the multi-disciplinary team within Great Oaks, to ensure joined up care and effective care delivery for those accessing our services
- Adhere to the referral and acceptance process and scope of patients we provide care for.
- Manage and maintain caseloads, keep clear, concise, legible and accurate records (both written and electronic) and ensure records are kept securely to ensure patient confidentiality.
- Effectively organise and manage responsibilities of the clinical caseload, group running of and promotion of the group.
- Comply with GDPR regulations at all times to ensure confidentiality of our patients.

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## **Personal and People Development:**

- Ensure you keep up to date with recent research, national guidance relevant to fatigue, breathlessness and palliative care. Ensure clinical practice is adjusted in accordance with current recommendations and best evidence based practice.
- Identify own learning and development needs in order to meet the key requirements of this post, link these with your Hospice appraisal and review at one to ones with Line Manager.
- Attend mandatory training provided by Great Oaks.
- Take responsibility for regularly completing and recording your own Continual Professional Development folder, actively seeking to develop your skills and knowledge.
- Develop links with other hospices to understand how they develop and run their Fatigue and Breathlessness Groups to promote best practice.

## **Other Responsibilities:**

- Report any accident or untoward incident as soon as possible, completing an incident form.
- Effectively communicate in order to provide information about the hospice and the services it offers.
- To be actively involved in promoting Great Oaks service to the community, primary health care teams, community hospitals and other potential patients and referrers.
- To maintain an awareness of the charitable status of the organisation, its reliance on donations and the importance of fundraising.
- Actively engage in discussions and development of future services.
- Practice within the constraints of budgetary limitations and available resources.
- Carry out risk assessments as required and contribute to the management of risks identified and evidence that you have reviewed the risk assessments on a regular basis.
- Be aware of the emotional effect of working in end of life care and seek support when required.
- Uphold ethical and professional standards. Work within your professional boundaries
- Not behave in a manner that is likely to bring the hospice into disrepute. Always be an ambassador for the hospice.

### **Interpersonal Skills**

- To maintain an awareness of the charitable status of the organisation and its reliance on donations and fund raising
- To maintain confidentiality and discretion at all times and respect and be sensitive to the particular needs of our users

### **Service Development**

- Contribute to the implementation of services by making constructive suggestions as to how services and own/team work can be improved
- Contribute effectively to audit programme
- Attend identified meetings to support various staff within their role
- Actively engage in discussions about development of the Hospice
- Contribute to the implementation of training programmes for new members of the Hospice team

## **Equality & Diversity**

- Be aware that all Hospice services are provided within the resources available to adults with life limiting conditions wishing to be remain at home during their illness within the context of End of Life Care regardless of gender, culture, age, ability
- Challenge behaviour which infringes the rights of others
- Respect peoples personal choices for lifestyle and living arrangements.

## **Management of Resources**

- Practice within the constraints of budgetary limitations and available resources

## **Health Safety and Security**

- Implement and abide by the Health and Safety policies and procedures set out by Great Oaks Dean Forest Hospice
- Carry out risk assessments as required and contribute to the management of risks identified
- Support others in maintaining Health, Safety and Security
- Abide by infection control standards and policies
- Be aware of the accumulative emotional effect on self and others inherent in the nature of working exclusively with those affected by End of Life Care needs and seek support for self when required

**Please note – This Job Description is not exhaustive. It acts as a guide and is subject to review and amendment in light of our developing services.**

## Person Specification:

<u>Person Specification</u>	<u>Essential</u>	<u>Desirable</u>
<u>Qualifications</u>	<ul style="list-style-type: none"> <li>• BSc in Physiotherapy</li> <li>• Registered with the Chartered Society of Physiotherapy or The Health and Care Professions Council (HCPC)</li> <li>• Evidence of continuous professional development</li> <li>• Two years post registration experience</li> </ul>	<ul style="list-style-type: none"> <li>• Completion of palliative care and or respiratory care modules/courses</li> </ul>
<u>Experience</u>	<ul style="list-style-type: none"> <li>• Experience of working within palliative care and or respiratory care.</li> <li>• Experience of developing a service and facilitating / running a group.</li> <li>• Experience of working within a multi-disciplinary team</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working and managing distressing situations and handling of difficult conversations</li> <li>• Experience of emotional resilience</li> </ul>
<u>Knowledge and Attributes</u>	<ul style="list-style-type: none"> <li>• Safe, effective and holistic assessment skills.</li> <li>• Sound clinical reasoning.</li> <li>• Ability to manage own time</li> <li>• Ability to work alone and in a team.</li> <li>• Clear, concise verbal and written skills.</li> <li>• Comprehensive IT skills including Microsoft Outlook , Word, and ability to navigate electronic systems.</li> <li>• Commitment to the development of the service and of the hospice.</li> <li>• Genuine interest in work within palliative care.</li> <li>• Full &amp; clean driving licence</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of implementing / working with Outcome Measures.</li> <li>• Evidence of communication skills training.</li> <li>• Effective communication skills to ensure good communication with patients in complex emotional situations.</li> <li>• Implementation of evidence based practice in previous roles.</li> </ul>

### **APPRAISAL AND PERSONAL DEVELOPMENT**

Great Oaks Dean Forest Hospice is committed to the continued learning and professional for all staff and has put in place an appraisal and development infrastructure.

## **COMMITMENT TO HEALTH AND SAFETY, CONFIDENTIALITY, EQUAL OPPORTUNITIES & IMPROVING WORKING LIVES**

### **Confidentiality:**

In the course of every employee's duties, they may have access to confidential material about patients, members of staff, volunteers or other organisational business. On no account must information relating to identifiable patients be divulged to anyone other than authorised persons, for example, medical, nursing or other professional staff, who are concerned directly with the care, diagnosis and or treatment of the patient. Similarly, information relating to staff/volunteer records or information concerning contracts, tenders and other commercially sensitive matters etc. are considered to be confidential and must not be divulged without prior authority. Breaches of confidentiality will result in disciplinary action. If in any doubt whatsoever as to the authority of a person or body asking for information of this nature, seek advice from your Line Manager.

### **Equal Opportunities, Respect and Dignity at Work, 'Improving Working Lives':**

Great Oaks Dean Forest Hospice is committed to equality of opportunity and diversity in the work place; all managers and staff are responsible for ensuring that this is delivered in practice.

Great Oaks Dean Forest Hospice is equally committed to respect for other people and all managers and staff are expected to be clear of what is expected of them and for ensuring that they commit to this policy in their day to day working life. All staff are issued with the Organisations handbook for employees that sets out its expectations.

Great Oaks will not tolerate any forms of bullying or harassment in the workplace.

Everyone has a responsibility for improving the working lives for self and colleagues

### **Health & Safety/Security**

It is the duty of every employee to adhere to the organisation's Health & Safety Policy and work in such a way that accidents to themselves and to others are avoided. Employees will, therefore, refer any matters of concern through their respective line managers. Similarly, it is each person's responsibility to report an insecure environment as their place of work to their Line Manager or member of the Senior Management Team.

## **REVIEW OF JOB DESCRIPTION**

This job description outlines current duties and responsibilities; however it is subject to review and amendment in the light of developing or changing services and as part of the annual Individual Performance Review.